

BETHANY NANAN

213 Sidney Lanier Ave · (706) 612-9203

Bethany@eptingevents.com · [linkedin.com/in/bethany-nanan-5928a813](https://www.linkedin.com/in/bethany-nanan-5928a813) ·

Experienced Event Planner with more than 14 years of expertise in planning events such as weddings, corporate events for some of the largest businesses in the state of Georgia, grand openings, and many more. Accomplished in managing event planning activities from start to finish while fully incorporating clients' special requests and maintaining budgets.

EXPERIENCE

AUGUST 2005 – CURRENT

EVENT PLANNER, EPTING EVENTS

- Coordinated with participating vendors during event planning
- Conferred with event staff at event sites making sure every detail is running smoothly
- Performed face-to-face meetings to finalize contract for services and event details
- Managed administrative logistics of events planning, including contract signing, fee collection, event booking and event promotions

DECEMBER 2004 – JULY 2005

CUSTOMER SERVICE REPRESENTATIVE, WINTERGREEN RESORT

- Managed administrative responsibilities while also serving member with the highest standard of customer service
- Advised potential members and current members of in-house accommodations
- Displayed packages and special offers throughout our main office for advertising purposes

LEADERSHIP

2000 - CURRENT

MEMBER, INTERNATIONAL CATERERS OF AMERICA

Epting Events has been a member with the International Caterers of America for most of the company's existence and we feel that diving deeper into our membership as well as having more knowledge of ICA will create a lasting relationship for years to come.

2012 - CURRENT

AMBASSADOR, ATHENS AREA CHAMBER OF COMMERCE

As a current Ambassador for the Athens Area Chamber of Commerce I have served as a knowledgeable host at the Chamber's Annual Event, Mid-Year Event, Monthly Events, and Special Events year-round, attended and participated in weekly and monthly meetings that help members engage members of the community and supported the Chamber's Member Retention efforts.

2009 - CURRENT

MEMBER, LEADING CATERERS OF AMERICA

During the last three years of attending the Leading Caterers of America Executive Summit, I have had the opportunity to network with other successful individuals from different catering companies across the nation, studied operating metrics from several different companies, and sourcing venue relationships as well as venue management.

2009 - CURRENT

ROTARY MEMBER, CLASSIC CITY ROTARY

My present Membership within the Classic City Rotary has allowed continued growth and education in human relations and personal development within our members and the Athens Area community. I have had the opportunity to create secure vocational skills within members, committed volunteers, and myself as well as learn and apply strong decision-making processes and policy influencing.

SKILLS

- Planning and Organization
- Event Logistics Management
- Networking
- Customer Service
- Marketing Communications
- Time Management
- Hospitality

ACCOMPLISHMENTS

ALLIE AWARDS RECIPIENT

For the past three years Epting Events has been fortunate enough to be recognized by the Allie Awards Committee to receive awards for our dedication to catering and event planning. The events myself and my team creatively executed that were awarded include Best Social Event Over \$50K, Best Wedding Event between \$50K-\$100K, and Best Event: Corporation/Association Under \$100K. These events will forever be remembered by the Epting Events Staff and our clients.

SOUTHERN DISTINCTION MAGAZINE RECOGNITION

Southern Distinction, A Southern Lifestyle Magazine, spotlighted myself as well as Epting Events' other event planner, Meredith. The article displays our previous successes and described our careful planning mechanisms that we think help make a bride's event or any event perfect. My design ideas were also displayed, exemplifying how we complete special looks for our very special clients.